

OFFICE OF CIVILIAN DEFENSE  
Washington, D. C.

May 28, 1942

Office of Civilian Defense Regulations No. 2  
Supplementary Order No. 2

SPECIFICATIONS FOR AND MANNER OF WEAR AND USE OF OFFICIAL ARTICLES OF:

STAFF CORPS OF THE OFFICE OF CIVILIAN DEFENSE  
UNITED STATES CITIZENS DEFENSE CORPS  
UNITED STATES CITIZENS SERVICE CORPS  
CIVIL AIR PATROL  
CIVILIAN DEFENSE AUXILIARY GROUP

By virtue of the authority vested in me by Executive Order No. 8757 dated May 20, 1941, as amended by Executive Order No. 9134 dated April 15, 1942, and pursuant to Section 2 of Office of Civilian Defense Regulations No. 2, the Director of Civilian Defense (hereinafter referred to as "the Director") prescribes the specifications for and the manner of wear and use of the following official articles embodying prescribed insignia for:

Staff Corps of the Office of Civilian Defense  
United States Citizens Defense Corps  
United States Citizens Service Corps  
Civil Air Patrol  
Civilian Defense Auxiliary Group

1. CRITICAL MATERIALS

Official articles, of any kind, shall not be manufactured or fabricated of materials which have been or shall be designated as critical by the War Production Board or any other government agency. The Office of Civilian Defense will not issue licenses to manufacturers who seek to use such critical materials, and will revoke all licenses granted which allow the use of materials now or hereafter designated as critical.

2. OFFICIAL ARTICLES FOR THE STAFF CORPS OF THE OFFICE OF CIVILIAN DEFENSE.

The following articles are prescribed as official articles for wear and use by the Staff Corps of the Office of Civilian Defense, in accordance with all rules, regulations, orders or instructions issued by the Director. When worn or used by the Staff Corps of the Office of Civilian Defense in its Washington Office or Regional Offices, the Staff Corps insignia shall be superimposed on the letters "US". When worn or used by members of a State Defense Council or Local Defense Council, or



by persons on the Staffs of such Councils, or of Local Volunteer Offices, a rectangle embodying the name, or abbreviation of the name, of the particular state shall be attached as a pendant.

(a) Arm Bands and Brassards.

Arm bands and brassards shall be  $17\frac{1}{2}$  to 18 inches long and 4 inches wide. The basic insignia shall be  $3\frac{1}{2}$  inches in diameter and shall be placed in the center of the arm band or brassard.

(b) Lapel Pins and Buttons.

Lapel pins or buttons shall be  $\frac{1}{2}$  inch in diameter.

(c) Flags and Banners

The basic insignia may be embroidered or sewn on flags or banners, provided no words (except for the letters "US", the name Office of Civilian Defense, or the State or local designation) or other emblem shall be used thereon in addition to the insignia.

3. OFFICIAL ARTICLES FOR THE UNITED STATES CITIZENS

DEFENSE CORPS.

The following articles are prescribed as official articles for wear and use by members of the United States Citizens Defense Corps in accordance with all rules, regulations, orders or instructions issued by the Director:

(a) Arm Bands and Brassards.

All prescribed insignia may be used on arm bands and brassards, except the Instructors insignia. Arm bands and brassards shall be  $17\frac{1}{2}$  to 18 inches long, and 4 inches wide. The insignia shall be  $3\frac{1}{2}$  inches in diameter and shall be placed in the center of the arm band or brassard.

(b) Sleeve Insignia for Uniforms.

All prescribed insignia may be used as sleeve insignia, embroidered or woven with stitched or rolled edges. Sleeve insignia shall be  $2\frac{1}{2}$  inches in diameter. Sleeve insignia shall be worn on the left sleeve, 1 inch below the shoulder seam.

(c) Collar and Cap Emblems for Uniforms.

All prescribed insignia may be used on collar and cap emblems of uniformed units.



(1) Embroidered or woven.

All prescribed insignia may be embroidered or woven as emblems,  $1\frac{1}{4}$  inches in diameter, with stitched or rolled edges, embroidered in red, white and blue.

(2) Metal.

All prescribed insignia may be included on metal as emblems, or on any non-metallic substitute therefor,  $1\frac{1}{4}$  inches in diameter.

(d) Helmet Emblems.

All prescribed insignia may be used on circular decalcomanias or stickers,  $2\frac{1}{4}$  inches in diameter, which shall be placed on the front of helmets. All prescribed insignia may be screen stencilled, to the same dimensions, on the front of helmets.

(e) Lapel Pins or Buttons.

All prescribed insignia may be used on lapel pins or buttons  $\frac{1}{2}$  inch in diameter.

(f) Automobile Stickers and Plates.

All prescribed insignia may be included, with or without the appropriate unit name accompanying the insigne, on automobile stickers and plates. Automobile stickers and plates shall be in a circular shape, from 4 to 12 inches in diameter, or in a rectangular shape no larger than 6 inches by 12 inches. Automobile stickers and plates may be placed on any truck, automobile or other vehicle, and may be used only subject to compliance with appropriate state and local laws, ordinances, or regulations applicable to windshield or vehicle stickers.

(g) Certificates of Membership.

The basic insigne may be used on Certificates of Membership which shall conform to OCD Form No. 103.

(h) Identification Cards.

The basic insigne may be used on identification cards which shall conform to OCD Form No. 702.

(i) Identification Signs.

All prescribed insignia may be used on signs to mark the station, location, or post of enrolled members of the United States Citizens Defense Corps. Signs may contain



the prescribed insigne and other material relative to the unit of which the person is a member, and any other matter considered to be appropriate by the Local Defense Council. Signs shall be placed so as to be unobstructed and clearly visible, and in accordance with all applicable State laws and local ordinances or regulations.

(j) Flags and Banners.

All prescribed insignia may be embroidered or sewn on flags or banners, provided no words (except for the letters "US," the name Office of Civilian Defense, or the State or local designation) or other emblem shall be used thereon in addition to the insignia.

4. OFFICIAL ARTICLES FOR THE UNITED STATES CITIZENS SERVICE CORPS.

The following articles are prescribed as official articles for wear and use by members of the United States Citizens Service Corps, in accordance with all rules, regulations, orders or instructions issued by the Director:

(a) Lapel Pins or Buttons.

The basic insigne may be used on lapel pins or buttons  $1\frac{1}{4}$  inches in diameter or  $\frac{1}{2}$  inch in diameter.

(b) Sleeve Insigne for Uniforms.

The basic insigne may be used as sleeve insigne, embroidered or woven with stitched or rolled edges. Sleeve insigne shall be 4 inches in diameter. Sleeve insigne shall be worn on the left sleeve, 1 inch below the shoulder seam.

(c) Certificate of Membership

The basic insigne may be used on Certificates of Membership, which shall conform to OCD Form No. 703.

(d) Flags and Banners.

The basic insigne may be embroidered or sewn on flags or banners, provided no words (except for the letters "US," the name Office of Civilian Defense, or the State or local designation) or other emblem shall be used thereon in addition to the insignia.



## 5. OFFICIAL ARTICLES FOR THE CIVIL AIR PATROL.

The following articles are prescribed as official articles for wear and use by members of the Civil Air Patrol, in accordance with all rules, regulations, orders, or instructions issued by the Director:

### (a) Arm Bands and Brassards.

The basic insigne may be used on arm bands and brassards. Arm bands and brassards shall be  $17\frac{1}{2}$  to 18 inches long, and 4 inches wide. The insigne shall be  $3\frac{1}{2}$  inches in diameter and shall be placed in the center of the arm band or brassard.

### (b) Sleeve Insignia for Uniforms.

The basic insigne may be used as sleeve insignia, embroidered or woven with stitched or rolled edges. Sleeve insignia shall be 3 inches in diameter. Sleeve insignia shall be worn on the left sleeve,  $\frac{1}{2}$  inch below the shoulder seam.

### (c) Cap Insignia for Uniforms.

The basic insigne may be included on metal or embroidered or woven as emblems,  $1\frac{1}{4}$  inches in diameter, which shall be worn on the caps of members of the Civil Air Patrol.

### (d) Wings.

Pilot and Observer wings, of metal,  $2\frac{1}{2}$  and  $1\frac{1}{2}$  inches, respectively, in length, shall be worn above the left upper blouse pocket of the uniform.

### (e) Buttons for Uniforms.

The basic insigne may be used on 24 ligne and 36 ligne buttons for uniforms.

### (f) Identification Cards.

The basic insigne may be used on identification cards which shall be issued and distributed by the National Commander of the Civil Air Patrol.

### (g) Aircraft Insignia.

The basic insigne may be used, by painting or decalcomania, and fuselage of aircraft engaged in official Civil Air Patrol missions. The basic insigne shall be centered on the top side of the left wing and on the bottom side of the right wing at a point  $\frac{1}{3}$  of the distance from the wing tip to



the fuselage, and the diameter of the insigne shall not exceed  $\frac{2}{3}$  of the wing chord at the point of application. The insigne on the fuselage shall be centered on both sides of the fuselage at a point  $\frac{1}{3}$  of the distance from the leading edge of the horizontal stabilizer to the trailing edge of the wing, and the diameter of the insigne shall not exceed  $\frac{2}{3}$  of the depth of the fuselage at the point of application.

(h) Automobile Stickers and Plates.

The basic insigne may be included, with or without the name Civil Air Patrol, on automobile stickers and plates. Automobile stickers and plates shall be in a circular shape, from 4 to 12 inches in diameter, or in a rectangular shape no larger than 6 inches by 12 inches. Automobile stickers and plates may be placed on any truck, automobile or other vehicle, and may be used only subject to compliance with appropriate state and local laws, ordinances, or regulations applicable to windshield or vehicle stickers.

6. OFFICIAL ARTICLES FOR THE CIVILIAN DEFENSE AUXILIARY GROUP.

The following articles are prescribed as official articles for wear and use by members of the Civilian Defense Auxiliary Group, in accordance with all rules, regulations, orders, or instructions issued by the Director:

(a) Arm Bands and Brassards.

The basic insigne may be used on arm bands and brassards shall be  $17\frac{1}{2}$  to 18 inches long and 4 inches wide. The insigne shall be  $3\frac{1}{2}$  inches in diameter and shall be placed in the center of the arm band or brassard.

A person in the Civilian Defense Auxiliary Group may use a word on arm bands or brassards to indicate his occupation or profession, such word to be placed below the insigne in such a manner as not to alter or modify the insigne.

(b) Identification Cards.

The basic insigne may be used on identification cards which shall conform to OCD Form No. 701.



(c) Automobile Stickers and Plates.

The basic insigne may be included, with or without the name or other identification of the occupation of the user accompanying the insigne, on automobile stickers and plates. Automobile stickers and plates shall be in a circular shape, from 4 to 12 inches in diameter, or in a rectangular shape no larger than 6 inches by 12 inches. Automobile stickers and plates may be placed on any truck, automobile or other vehicle, and may be used only subject to compliance with appropriate state and local laws, ordinances, or regulations applicable to windshield or vehicle stickers.

7. GENERAL PROVISIONS AS TO ARM BANDS, PINS AND BUTTONS.

(a) Arm bands and brassards may be manufactured of any fabric, not designated as critical, except arm bands and brassards which are manufactured of pyroxylin fabric and which shall be manufactured in accordance with United States Army Quartermaster Corps Specifications, O. Q. M. G. No. 33 attached to and made a part of this Supplementary Order.

(b) Lapel pins and buttons shall be enameled in three coats and hard-fired on a non-critical metal or substitute thereof.

(c) Arm bands and brassards shall be worn on the left arm, mid-way between the elbow and the shoulder.

(d) Buttons shall be worn in the buttonhole of the left lapel; pins shall be worn on the left side of the garment.

James M. Landis  
Director of Civilian Defense

May 28, 1942



OFFICE OF CIVILIAN DEFENSE

Washington, D. C.

July 28, 1942

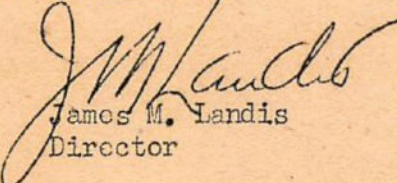
OFFICE OF CIVILIAN DEFENSE REGULATIONS NO. 2

Amendment No. 2 to Supplementary Order No. 2

By virtue of the authority vested in me as Director of Civilian Defense by Executive Order No. 8757, dated May 20, 1941, as amended by Executive Order No. 9134, dated April 15, 1942, and by Executive Order No. 9088, dated March 6, 1942, Supplementary Order No. 2 dated May 28, 1942, to Office of Civilian Defense Regulations No. 2, is hereby amended by adding Section 5 (i), which designates additional official articles for the Civil Air Patrol as follows:

5 (i) Lapel Pins and Buttons

- (1) The basic insignia may be used on metal lapel pins, with spread eagle wings on each side of and the letters "CAP" above the circle, which pins shall be  $1\frac{1}{4}$  inches in length.
- (2) The basic insignia alone may be used on lapel pins and buttons  $\frac{1}{2}$  inch in diameter.

  
James M. Landis  
Director



